



Frequently Asked Questions about the Required WorkOne In-Person Visit

Due to a recent change in Indiana law, Hoosiers receiving unemployment insurance benefits must visit their local WorkOne for a review of their work search records and an introduction to WorkOne services after their 4th week of benefits. They are also required by law to keep records of their 3 weekly work searches and be able to show a record of work searches when requested. If a record of work searches cannot be readily verified at the in-person visit, weekly benefits could be withheld.

Why is this now required?

The new in-person review is part of a new law passed by the Indiana General Assembly during the 2013 legislative session aimed at helping orient unemployed Hoosiers to WorkOne services and to get them on track to reemployment as soon as possible.

Who does this affect?

Unemployed Hoosiers who have filed for at least 4 weeks of unemployment insurance.

How will I be notified that I am required to visit my local WorkOne for an in-person review?

All Hoosiers receiving unemployment insurance benefits will be notified by mail of the requirement, including the time and date of visit, what is required to bring to the visit and what to do prior to the in-person visit. All unemployed individuals must make sure their address is correct in Uplink, Indiana's online filing system to ensure the notice is received. If the in-person visit is missed, unemployment insurance benefit payments will stop.

What do I have to bring with me to my in-person WorkOne visit?

You must bring a copy of your 3 weekly work searches for the last 4 weeks. When you file your weekly voucher on Uplink, you may print the 3 places you looked for work and use that as your record. A sample work search log is also located on the back of your notice and online at www.in.gov/dwd/rea.htm. **You must also bring a picture ID with you at the time of your in-person visit and go to www.in.gov/dwd/rea.htm and follow the directions to complete a skills assessment and research and explore labor market information prior to the in-person visit.**

What happens if I do not complete the skills assessment and research and explore labor market information prior to my in-person WorkOne visit?

You will need to complete them at WorkOne and possibly reschedule your visit.

What happens if I do not attend my scheduled in-person Work-One visit?

According to Indiana law, your benefit payments will stop unless you reschedule and complete an in-person visit.

What happens if I go into WorkOne before I receive my notice?

Please wait to visit WorkOne until you receive your notice.

What if I forgot my username and/or password for IndianaCareerConnect.com?

Go to www.indianacareerconnect.com and click on "Forgot Username and/or Password" in the top left corner.